

GUIDE  
*for the*  
OBSERVANCE OF THE CENTENNIAL  
*of the*  
CIVIL WAR



THE CIVIL WAR CENTENNIAL COMMISSION  
700 JACKSON PLACE, N.W.  
WASHINGTON 25, D. C.

SEPTEMBER 1958



DEDICATED  
TO THE MEMORY OF  
THE UNION AND CONFEDERATE  
SOLDIERS AND SAILORS  
OF THE  
CIVIL WAR



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## *Foreword*

This Civil War Centennial Guide has been prepared for the information and assistance of State Commissions and local authorities. We hope it will prove helpful in completing plans for commemorative observances in all areas during the years 1961-1965, and for correcting and enhancing the sources of the war's history. A number of these suggestions have been advanced by various State Commissions. Others have been offered by public relations experts and historians who have been prominently identified with studies of the Civil War and with other memorial commissions.

We hope that State Commissions will take advantage of the splendid opportunity to bring home to the citizens of our country the great lessons in Americanism learned from the Civil War. The President of the United States, the Congress, the various great government agencies, and the thousands of distinguished Americans who are joining with us in this commemoration of a historic era believe that we will learn a great lesson from this four-year Centennial—a lesson of the meaning of united action and of the value of complete dedication to the principles upon which our Nation was founded.

Congress has established a national Centennial Commission by Public Law 85-305 and has appropriated funds to carry on its activities, believing this action to be for the making of better Americans. For this reason, we hope that every part of this great Nation will participate, both by sharing in national observances and by arranging special recognition of historic events. In so doing, young and old alike will be inspired to adopt a truly American way of thinking, and tribute will be paid to the memories of our forefathers who took part in the bitter conflict to determine the exact path our national government should follow.

We suggest that early contact be made with local civic, service, patriotic and historical organizations to enlist their active interest in the Centennial observances.

**PLEASE ACT NOW!** Although the Centennial is still nearly three years away, the sooner states and communities begin to make their plans, the better will the National Commission be able to help and coordinate them.

KARL S. BETTS  
*Executive Director*

U. S. GRANT, 3RD  
Maj. Gen., U.S.A. Ret'd.  
*Chairman*



## AN UNDERTAKING FOR US ALL

To attain the goal of honor and of reverence meant for it, to reflect our heritage and to produce from it the benefits desired for the present generation, the Civil War Centennial movement must of necessity function on a national basis. In its pursuance, every corner of America should focus its attention on the principles laid down for us a century ago, and, having so done, should now look to the future with democratic and national ideals more profoundly avowed than ever before.

With the limited funds Congress has authorized, it is evident the National Commission cannot conduct every commemorative exercise all over the nation. What it has in mind is the true American approach: *for each locality to plan and commemorate the chief events of its history during the great national crisis.* Some states, it is realized, were not the sites of great battles, but they did send into the war regiments that performed heroic deeds. Some of their citizens earned national renown. In many instances, local industries furnished essential arms or equipment, ships or supplies, which were of special help. The state legislatures or local municipal governments may have taken action of political importance worthy of commemoration. Houses, harbors, railroads and other landmarks may have been drawn into roles which entitle them to be remembered.

Already the National Commission has had indications that the nationwide response will be the most extensive and all-embracing in the history of the nation, backed by the complete cooperation required to make it a success. The National Park Service, for example, has designed its Mission 66 Plan of improvement for our parks and monuments to provide adequate service for the 80 million persons expected to be visiting the areas by 1966. Its enlargement of staff personnel, provision of better park facilities, and preservation of our treasured resources dovetail with the objectives of the Centennial.

Various government agencies, including the Library of Congress, National Archives, Department of Defense, Treasury

Department, Post Office Department and others, have indicated their willingness to cooperate to the utmost. Out of this assistance is expected to come such special features as souvenir medals and souvenir stamps.

In addition to the cooperation from government sources, two of the nation's most important travel groups, the American Automobile Association and the National Association of Travel Organizations, each with a widespread membership embracing the interests of millions of persons, recognize the Centennial observance as the stimulus for the greatest domestic travel volume of all time. As a token of their own willingness to share in the effort and responsibilities naturally attendant upon such a development, they are preparing special maps and tour guides to tell an inspiring story and to serve as an aid to all who visit our historic battle areas.

The railroads will assume their share of the travel induced. Other agencies and groups, awake to the tremendous undertaking at hand, have voiced their backing. They have offered, in so doing, both guidance and material assistance.

The National Commission hopes that each state, community and individual, all dedicated to the ideal of a great America, will manifest the same spirit of cooperation.





# WHAT STATE COMMISSIONS CAN DO

## *Develop Promotion and Publicity*

1. Encourage the organization of community public awareness committees to stir up local activity, to promote the objectives of the Commission, and to sponsor activities locally. These committees might operate as junior Commissions embracing the activities of the State Commission on the local level.

2. Encourage local historical societies, patriotic and service organizations to sponsor programs, engage in research, and encourage the proper observance of specific occasions locally.

3. Through the representatives of various communications media, encourage statewide publicity for specific projects, contests, etc., by establishing an information office to prepare releases, announcements, and other publicity information for use by the press, radio and television.

4. Members of your State Commission might be appointed to head the committees for the above-mentioned divisions.

## *Arrange Memorial Observances*

1. List all in-state sites and events associated with the Civil War not now identified, and prepare to mark them with fitting tablets or monuments, arranging suitable ceremonies with which to dedicate such sites formally. Arrange similar ceremonies and markers for those out-of-state battlefields to identify the part in the action taken by units from your state. Check on the present condition of existing memorials or markers and provide for their maintenance. Your program should also include the proper identification of graves of those who took part in the war.

2. Dedicate all new Civil War markers with appropriate ceremonies.

3. Hold statewide commemorative ceremonies to observe the important anniversaries of events in which your state took an active part.

4. Name and dedicate new super highways and waysides after Civil War military units, battles, etc., and see to the proper marking and maintenance of the Lincoln Highway, the Jefferson Davis Highway, the Grand Army of the Republic Highway, the Grant Highway, and the Lee Highway.

5. Encourage religious services to coincide with important national events of the Civil War era.

### *Locate and Preserve Valuable Documents*

1. You should endeavor to bring to light manuscripts, diaries, photographs, newspapers and other records contributing to the true history of the war, and when discovered, encourage the persons having possession of them to take them to the state archives or some other appropriate local agency for filming. Microfilms of them should be sent to the Library of Congress, so that they may be available to students of the war. The Librarian of Congress has agreed to receive, catalog and make available all such film sent in by state and local agencies.

2. Since the Civil War newspapers are one of the most valuable sources for the history of the period, are highly perishable and one of the least exploited, and since files of these papers usually are scattered in a number of depositories, the collection, collation and filming of newspapers published from 1860-1865 within the boundaries of the various states, by appropriate state agencies, is strongly recommended as one of the most worthwhile Centennial activities that may be encouraged by the State Centennial Commissions.

3. It is recommended that State Commissions foster the exchange, on microfilm, of Civil War manuscript materials pertaining to their respective states now located in libraries and depositories in other states; and in return supply the proper out-of-state library with collections that apply to their respective areas from their own historical society, on film.

## *Sponsor Educational Activities*

1. Administer an essay contest at both the college and high school levels on some subject each year that relates to some aspect of the Civil War, especially the events or heroic deeds connected with your state.

2. Award scholarships to high school seniors, college undergraduates, or graduates in this field of history based upon merit; fellowships to graduate students nationally for the study of Civil War history at colleges and universities in your state; and exchange fellowships and scholarships between Southern universities and/or Northern universities and your university.

3. Encourage special units of study on Civil War history of your state in civics and social studies courses offered in public and private schools by working with the state's public school administration.

4. Co-organize and sponsor, publish and broadcast symposia featuring nationally known authorities in the field on various subjects held in conjunction with Civil War Round Tables.

## *Encourage and Sponsor Publications*

1. Commission the writing of a new volume or volumes on Civil War history, employing recent research, improved scholarship, and the manuscripts and records which have come to light in recent years and which the Centennial may uncover, especially those relating to your state's part in the war.

2. Foster, encourage, authorize and support research for interpretative works and edited collections on the Civil War in book or pamphlet form by amateurs and professionals on unit, service, occupation, campaign or battle histories; studies of your state on the home front, including the establishment of war plants and essential industries, participation of the railroads, perfection of new weapons, founding of important institutions, etc., and the publication of collected documents of human and military interest.

3. Sponsor radio (taped), television (live and Kinescoped) programs of historical events for statewide commercial and State stations for use in the schools. Programs might be prepared around Civil War anniversaries and your state's part in these events for release at an appropriate time.

4. Sponsor the production of a film or film series utilizing photographs, posters, artifacts and other graphic materials in motion picture form. This type of documentary film has met with great success, is relatively inexpensive, and draws upon materials readily available. A pertinent series title might include "Your State on the Home Front." Such programs might be used in schools, on television and in groups assemblies.

5. Prepare anniversary news stories for release to the press.

### *Reenactments, Pageants, Etc.*

1. As reenactments of battle scenes or other such events and historic pageants will involve laborious preparations, experienced management and considerable expense, as well as good leadership and administration, they should be undertaken only after careful investigation and study by a competent committee of leading citizens.

2. In planning reenactments or pageants based on the historic events in your state, be sure to make adequate preparations well in advance for the convenience and entertainment of out-of-town visitors.

3. Provide adequate accessible parking areas. Designate sufficient ground space for trailer camps and have available necessary light, water and sanitation facilities. The local Red Cross, as well as Medical Association and police and fire departments, can render essential services in this connection.

4. Alert your local transportation media to provide for an influx of unusual traffic.

5. Place suitable direction signs at all important intersections to aid traffic flow. Also encourage your state highway department

to construct turnouts at strategic points for the benefit of roadside spectators.

6. Use all possible publicity media well in advance of your reenactments to call the public's attention to them. Be sure to inform the official state travel office in your state about your events, so they will be included in the statewide calendar of events which these offices distribute nationally. Also, bear in mind that the visitors' bureaus maintained by cities in your area prepare and distribute similar calendars of events.

### *Report On Your Activities*

*We urgently recommend that you send detailed reports to the National Commission as you plan and carry out your state or local Centennial programs. This information will permit us to advise other communities on what is occurring nationally and will give us much needed material for national publicity releases. Remember: your experiences in developing various Centennial activities will be of the greatest help to other local committees who face similar problems.*





## WHAT LOCAL COMMUNITIES CAN DO

As American undertaking and enterprise always has either sprung from the grassroots level or maintained close contact with it, individual communities and localities are expected to play an important role in this national observance. It was through their streets and over their fields that the war was fought and, therefore, they are most directly concerned with what has happened in the past in their communities and what is about to happen in the forthcoming Centennial.

For that reason, the National Commission sincerely hopes that local communities and local enterprise will in true American style take steps immediately for their own commemorations. Such plans, it is realized, should be coordinated through the respective State Commissions, but the initiative must come from the local level, and should not be dependent upon encouragement from the state and national levels alone.

A broader knowledge of our Civil War history, with proper recognition of our heroes and the historic events in which they took part, is one of the major goals of the Centennial. With this in mind, it is manifestly and specifically desired that each community will do all within its power to make its citizens aware of the military units and individual soldiers who took up arms and marched away from them to battle.

## WHAT THE NATIONAL COMMISSION CAN DO

National Centennial Headquarters maintains constant contact with leading daily and weekly newspapers in every state throughout the country, and we can give you substantial aid in publicizing nationally any observances which merit it. However, in order for us to serve you efficiently, it is imperative that you send us complete details of your plans. Do this at the earliest possible moment.

The Civil War Centennial Commission will further use its good offices, wherever possible, to assist you in establishing contact with the proper government agencies whom you may wish to call on in matters which involve the use of personnel and equipment.

We will further endeavor to contact national magazines and news agencies to enlist their interest in photographing or recording any such events.

We have prepared an extensive chronology of the events of the War. From it, for distribution to states and communities, will be compiled specialized and individual lists. In return, if it is noticed that any event of significance in your locality has been omitted, we earnestly request that you call it to the attention of the National Commission.

We will also help in arranging for members of the Commission or other distinguished Americans to be present as our official representatives at these various events.

Finally, on request, we will try to furnish references to reliable histories of the events in your community or the names of authorities on the subject.

## R E M E M B E R

IN THE BEST INTEREST OF ALL CONCERNED, THE NATIONAL COMMISSION EXPECTS THIS OBSERVANCE TO BE PLANNED BY THE STATES AND LOCAL COMMUNITIES THEMSELVES. OUR COMMISSION AIMS TO SERVE ONLY AS A CO-OPERATING AGENCY OR CLEARING HOUSE TO GUIDE AND COORDINATE THE OVERALL PROGRAMMING, SO AS TO AVOID COSTLY CONFLICTS AND OVERLAPPING AND TO FURNISH HELPFUL INFORMATION.



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(Established by Public Law 85-305)

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MR. VIRGIL CARRINGTON JONES      MR. HARRY B. ELKINS  
*Liaison Officer*      *Administrative Assistant*

MRS. HAZEL V. OLIFF  
*Secretary*

*Prepared at*

CIVIL WAR CENTENNIAL COMMISSION HEADQUARTERS,  
700 Jackson Place, N.W., Washington 25, D. C.

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